

TOWN OF BLOOMFIELD

GENERAL INFORMATION FOR APPLICATIONS FOR AMENDMENTS TO THE OFFICIAL WETLAND MAP OF INLAND WETLANDS AND WATERCOURSES AND THE WETLANDS REGULATIONS

This document is intended to provide a general outline of the information required to be submitted with applications for amendments to the Official Map of Inland Wetlands and Watercourses or the Wetlands Regulations. This outline does not supersede the requirements set forth in Section 7. of the Wetlands Regulations - *Application Requirements*. All amendment applications shall be submitted in accordance with Sections 3. and 15. of the Wetlands Regulations.

A pre-application meeting with the Wetlands Agent is recommended for all applications. The Commission or Agent may require additional information, at any time during the review process, if deemed necessary to render a decision. All submitted plans and supporting documentation are subject to the review of the Wetlands Commission and Agent.

All map amendment applications are subject to a Public Hearing. The applicant must send out written NOTICES of the Public Hearing to the abutters within 500 feet of the property at least **10 days** before the hearing and site SIGNS must be posted for **the 10 days prior** to the hearing. Proof of mailing of the NOTICES and the sign posting affidavit are to be submitted at the hearing or on the day of the hearing.

All applicants shall submit the original and one (1) copy of the application forms including the Conflict of Interest Disclosure Form **(including live signatures of both the applicant and the property owner)**; the fee schedule and:

- six (6) full sized copies of all plans on sheets no larger than 24" x 36" bound into sets;
- twelve (12) reduced copies of all plans on 11" x 17" or 18" x 24" sheets, (original full-sized sheets being reduced accordingly), bound into sets;
- twelve (12) copies of the soil scientist's report; and
- twelve (12) copies of all other supporting information.

SITE PLANS

All plan sheets are to include the assessor's map and lot numbers and street address of the parcel, plot scale, legend, north arrow, date, and the surveyor's/engineer's name, seal and signature. A location map and the applicant's and property owner's name and address are required on the first or cover sheet, and applicable standard notes. The plans shall also include following:

- Topographic survey information (extended 60 feet outside the property lines) including contours, vegetation, watercourses, above ground and underground utilities, etc.
- Survey horizontal and vertical datum, map references, right-of-ways, easements, on-site and abutting buildings and facilities, bench mark, flood zones and elevations, watershed boundaries, etc.

- Property survey information, A-2 and T-2 certifications, property line metes and bounds, area of the property, percent of impervious coverage, zone(s), abutting property owners, etc.
- On-site wetlands and watercourses, including wetlands within 100 feet and watercourses within 200 feet of the property, from the Official Map of Inland Wetlands and Watercourses, with soil types and descriptions, etc.
- The Soil Scientist's field delineated wetland limits, with flag numbers and soil types from the soils report; and field located watercourses; superimposed over the Official Map wetlands and watercourses.
- The Soil Scientist's certification that the plan is an accurate representation of the field delineated wetlands and watercourses.
- The Surveyor's certification of the locations of the Soil Scientist's flags.
- List of changes to the area(s) of the on-site wetlands based on the flagged line.
- Upland soil boundaries, names, types, etc., outside of the flagged wetlands, from the NRCS soil survey or other referenced source.

SOILS REPORT

A complete application for a map amendment shall include a Soil Scientist's Soils Report. This report typically includes a detailed description of the on-site and near off-site wetland and watercourse resources; identification of actual and potential vernal pools; a description of the on-site wetland and upland soil types and their characteristics; the wetlands flag number series; and the methods of delineation. A sketch map should be included showing the approximate location of the wetland flags, flag number series and the watercourses.

REGULATION AMENDMENTS

All applications for amendments to the Wetlands Commission Regulations shall include the completed application form, the full text of the existing Regulation Section(s) with the proposed amendments and/or changes highlighted for easy identification, and a written description of the reason for the proposed amendments and/or changes.